



County of San Diego

NICK MACCHIONE, FACHE
DIRECTOR

HEALTH AND HUMAN SERVICES AGENCY PUBLIC HEALTH SERVICES

1700 PACIFIC HIGHWAY, SAN DIEGO, CALIFORNIA 92101-2417
(619) 531-5800 FAX (619) 515-6707

WILMA J. WOOTEN, M.D., M.P.H.
PUBLIC HEALTH OFFICER

CSA-69 Advisory Committee
Warren Savage, Chair/Mayor Randy Voepel, Vice-Chair
c/o Emergency Medical Services
6255 Mission Gorge Road
San Diego, CA 92120
(619) 285-6429 Fax: (619) 285-6531

Community Epidemiology
Emergency & Disaster Medical Services
HIV, STD and Hepatitis
Immunization
Maternal, Child and Family Health Services
Public Health Laboratory
PH Nursing/Border Health
TB Control & Refugee Health
Vital Records

CSA-69 ADVISORY COMMITTEE MEETING

Minutes

Thursday, February 10, 2011

Members Present

Bingham, James – Lakeside Fire Protection District
Chambers, Pat – Santee Chamber of Commerce
Howe, Kevin – Lakeside Union School District
Jackman, Larry – San Miguel Fire Protection Dist.
Meadows-Pitt, R.N., Mary – Sharp Grossmont
Savage, Warren – City of Santee
Voepel, Mayor Randy – City of Santee

Agency Representatives Present

Huson, Jim – for Richard Mattick-Santee Fire Dist.
Lorenz, Jon – Lakeside Fire Board Member
Parr, Andy – Lakeside Fire Agency

Recorder

Janet I. Wolchko

Members Absent

Clegg, Robin – Lakeside Comm. Planning Group
Randazzo, Mike – Lakeside Chamber of Commerce

Guests Present

Baker, Mark – Lakeside Planning Group

County Staff Present

Cavanaugh, Adria
Haynes, M.D., Bruce
Metz, R.N., Chief, Marcy
Pate, R.N., Rebecca
Yaghmaee, Saman

I. CALL TO ORDER/INTRODUCTIONS/ANNOUNCEMENTS

Warren Savage, Chair called the meeting to order at 4:00 p.m.

II. APPROVAL OF MINUTES

A motion was made by James Bingham to approve the minutes from November 18, 2010 and September 9, 2010.

III. ELECTION OF CHAIR AND VICE-CHAIR FOR 2011

At the first annual meeting of the Advisory Committee, the officers for the succeeding calendar year are elected. Each officer is elected by a majority vote of members present at the meeting.

Randy Voepel nominated Warren Savage for 2011 Chairperson of CSA-69.
Pat Chambers nominated Randy Voepel for 2011 Vice-Chair of CSA-69.

Motion was made by Larry Jackman to re-appoint Warren Savage for Chair and Mayor Randy Voepel for Vice-Chair of CSA-69 for 2011. Motion carried.

IV. PUBLIC COMMENTS/PETITIONS

There were no public speakers.

V. STAFF/AGENCY REPORTS

A. Budget Subcommittee Report

The Budget Subcommittee met before the Advisory Committee to discuss and review the budget for the upcoming year. Kevin Howe reported that the subcommittee found the budget in order and financially sound. Recommendation is for the Advisory Board to approve the budget.

Mayor Randy Voepel inquired about the cash reserve and the contract expenditures. Saman Yaghmaee, County EMS, responded that the reserve requires a 90-day cash flow of the annual budget to cover operational costs. As of FY 2009/10, the cash flow amount is \$1.4 million plus \$800,000, which represents the true reserve.

After reviewing the differences in expenditure and revenue for FY 2009/10, FY 2010/11 and FY 2011/12, CSA-69 will look proactively towards the FY 2012/13 budget to make sure there will not be a decline in the reserve as there was five years ago. It was noted that the projected amounts from year to year on the proposed budget sheet are accumulative figures. The Budget Subcommittee will be looking at the future of the reserve as well as continuing the same level of service.

Mayor Voepel inquired about the Admin-Professional & Specialized Services increase from FY 2010/11 to FY 2011/12 and the request for a County Administrative Analyst position. Mr. Yaghmaee explained that the County currently employs a temporary person to track CSA-69 budget information. A permanent position is needed to monitor the account, track expenditures, process invoices, assist in budget preparation, review expenditures and maximize revenue. The previous contractor, ADPI had been handling the daily transactions and charging a fee for that service. Since the contract change to Wittman Enterprises, LLC, the County is now the custodian of the account. Discussion ensued on the duties and justification to add an Administrative Analyst position at the County to be custodian of the CSA-69 account. Andy Parr added that the contractors support the County's need to have an additional position for the CSA-69 account.

During the billing contract change from ADPI to Wittman, it was not anticipated that the change in contracts would require an additional staff position. The County has been providing the account monitoring and tracking service with a temporary staff position since the contract change.

A motion was made by James Bingham to support the Administrative Analyst position at the County for CSA-69. Motion carried.

B. Financial Report (Saman Yaghmaee)

Saman Yaghmaee reviewed the year-to-date revenue analysis by fiscal year. From July to January, FY 2009/10 CSA-69 has collected:

Tax Revenue	\$ 250,325
Benefit Fee	\$ 1,237,738
Interest Rate	\$ 9,771
Non Resident Fees	\$ 316,490
Resident Fees	<u>\$ 1,258,840</u>

Total Revenue Collected \$ 3,073,164

CSA-69 ambulance billing collections by month was presented. There was a significant decrease in collections during November 2009 due to the contract change from ADPI to Wittman Enterprises, LLC. The increase in May 2010 was due to the sum received from Medi-cal. Collection rate is at \$ 254,837 which is \$80,000 more than 2008 due to fee increase.

Revenue surplus is projected to be about \$ 600,000. That will increase the reserve by another \$500,000 to \$600,000 in FY 2010/11, from \$839,529 to approximately \$1.2 to \$1.4 million plus the cash flow.

Larry Jackman asked about the mutual aide contract with El Cajon. Saman Yaghmaee responded that the contract with El Cajon will expire at the end of FY 2011. The County is in negotiation with the City of El Cajon regarding the contract. Marcy Metz, County EMS Chief, explained that the County is in discussion with El Cajon for an MOA that will explain the rate charges and resident collections in CSA-69. There will be a fund set aside in the amount of \$50,000 as a place holder to protect residents during the overlap in collections and the final process of the contract.

C. Administrative Report (Marcy Metz, County EMS Chief)

Plans to move the prehospital QCS system onto the internet has been delayed. The current computer system (QCS-CEMSIS) is currently on “unstable” servers and has to be moved to new servers to continue service, which may cause a two month delay in moving the system from the servers to the internet. A letter will be sent out to the community to let them know of any updates and what to expect.

On February 12, 2011 the Navy is going to celebrate 100 years of Naval aviation. At 1 pm there will be an air show with approximately 200 airplanes flying over San Diego

Bay. The County is working with the military and the City for preparedness efforts in the event there would be any type of mass casualty event.

The Fire Chief's Association is interested in a surveillance tool to monitor ambulance offload delays in emergency departments, with the goal to decrease the delays and to get the ambulances back in service sooner. The committee is also interested in a system-wide report on offload delays.

The EMS office building located on Mission Gorge is under remodel. The main entrance has been moved from Glacier to Mission Gorge Road. The remodel should be completed by the end of February.

D. Medical Director's Report (Dr. Haynes)

Changes and updates to the treatment guidelines for EMT's and paramedics are in process. The process is done every two years and the updated protocols will become effective July 1, 2011.

Dr. Haynes handed out the Physician Orders for Life-Sustaining Treatment (POLST) form and gave an overview of the revised form that will go into effect as of April 1, 2011. The POLST form contains information about an individual's end of life decisions such as cardiopulmonary resuscitation (CPR), choices for medical interventions and medical treatment issues such as artificially administered nutrition and antibiotics. The form is not valid without the patient and physician's signature. On the second page of the form there is a website, www.caPOLST.org, for more information or if you need a copy of the form.

E. Agency Reports

Lakeside Fire Protection District

Lakeside is working on their budget. They do have a capital improvement fund that will be used for an ambulance re-chassis.

There are infrequent offload delays primarily at Alvarado Hospital.

Santee Fire Department

Santee has purchased a new fire engine that will arrive this month.

Santee Fire Department is in the final interview process for hiring a Fire Chief.

Offload delays can be as long as 1 hour. Paramedics were asked to report offload delays that are over 15 to 20 minutes to Chief Mattick.

VI. SET NEXT MEETING/ADJOURNMENT

Mr. Savage requested a report on what types of calls there have been from the County at the next meeting.

Meeting was adjourned at 4:46 p.m.

The next CSA-69 Advisory Board meeting will be on Thursday, May 12, 2011, 4:00 p.m. at the Lakeside Fire Department Administrative Office, 12365 Parkside Street, Lakeside, CA.

Submitted by

Janet I. Wolchko, Administrative Secretary
County of San Diego Emergency Medical Services